



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**South Early College High School**  
**October 16, 2014 – 10:00am**

**MEETING #:** 22

**LOCATION:** South Early College High School

**DATE / TIME:** October 16, 2014 – 10:00am

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

√	Bessie Swindle
√	Bill Harmon
√	Charles Hebert Jr.
√	Charles Whigham
√	Cheryl Peters
	Daniel Daughenbaugh
	Debra McCaughey
√	Genevieve Stevens
	Greg Kieschnick
	Jean Roberts
	Kathleen Fleming
√	Linda Scurlock
√	Winston Dahse
	Samantha Brooks

	Bernice Hill
	Betty Groves
	Bill Cabrera
	Cedric Johnson
	Charles Shepard
	Dinah Waife
	Meredith Reed
√	Michael Stribling
	Monica Shaw
	Shantae Ford
	Susan Hines
√	Terry Smith
	Wilma Jordan
√	Angela Lundy - Jackson

√	April Rasmus LaSalle
	Bennie Ansell
	Cory Ackelmire
	Debra McCaughey
	Derrick Sanders
	Dorothy Mason
	Eric Caldwell
	Kedrick Wright
	Monique Micheaux
	Nettie Mohammed
	Ted Sims
	Todd Hendricks
√	Yiyan Bai

	Bob Myers
√	Amanda Goodie
	Clay Clayton
	Dan Bankhead
	Drew Thurman
	Eric Ford
√	Matisia Holligsworth
	Princess Jenkins
	Ronald Roberts
√	Steven Gourrier
	Sue Robertson
	Sylvia Wood
√	Dr. Mary Addison

**PURPOSE:** The purpose of this meeting was to update the PAT on the construction for South Early College High School.

**AGENDA:**

- Receive water meter update
- Receive sanitary sewer update
- Discuss mobilization

**DISCUSSION:**

1. Water Meter and Sanitary Line:
  - a. The deed for the land was transferred to HISD by HCC. Now that HISD has the deed, the City of Houston (COH) can release the water meter to be installed.



- b. Shop drawings for the new sanitary line has been submitted by the contractor and approved by the engineer.
- c. It was noted that construction for the new line should begin in the next week and will take approximately 6 weeks.
- 2. Guaranteed Maximum Price (GMP), Mobilization, Ceremonies
  - a. Amanda Goodie, HISD Project Manager noted that the delay of the GMP was due to contract negotiations between HISD & Drymalla, the Construction Manager at Risk (CMAR). These negotiations will be resolved by week's end.
  - b. The GMP should be issued to HISD from Drymalla next week.
  - c. HISD and Smith & Company will have one week to review, approved or decline the GMP.
  - d. During the GMP review, Drymalla will start mobilization of the site, setting up the construction trailer and installing construction fencing.
  - e. HCC indicated there will be no Ground Breaking Ceremony but they will have a Grand Opening Ceremony will be held at the end of construction. HISD & HCC will coordinate the Grand Opening Ceremony.
  - f. Ms. Goodie stated that after construction starts, any site visits need to be coordinated through her. This issue will also be addressed during preconstruction meeting.
  - g. The estimated date of construction completion is Fall 2015
- 3. Questions and Answers
  - a. HCC asked about enrollment. HISD/South Early College indicated enrollment is above what was forecasted. There were 68 students enrolled last year. There are currently 145 students.
  - b. HCC asked about the enrollment process. HISD/South Early College reviewed the enrollment process, indicating that the enrollment window is from on November 1 thru December 21st.
    - i. Students are entered into a lottery when they submit their application for acceptance.
    - ii. Enrollment is available to all students within HISD. In January the students are ranked 1-100 and are assigned 1 of 10 locations.
    - iii. Total population per grade level is around 100 students. The freshmen class may be a little larger, around 125.
  - c. A PAT member asked about badges for students. This issue will need to be addressed with HISD & HCC security. However, HCC would possibly issue badges.
  - d. HISD Furniture Fixture & Equipment manager would like to have a meeting with Smith and Company. Ms. Goodie is to schedule that meeting.
  - e. Ms. Goodie asked about weekend classes. HCC indicated they would like to do weekend classes at this campus.
  - f. A question was asked about maintenance and janitorial service of the building. Who will provide maintenance for the building? This issue will require further discussion between HISD & HCC.
  - g. Ms. April Rasmus, PAT member asked if the Bond includes digital science equipment in FF&E? HISD answered that digital equipment was not included in the Bond specifically, but equipment was included.
  - h. What is included in Memorandum of Understanding (M.O.U) between HCC and HISD as far as equipment is concerned? A copy of the M.O.U will be available at the next PAT meeting.
  - i. The importance of safety was discussed, concerning the students after dark. Security on campus will be coordinated between HCC and HISD.
  - j. Nathan Mills, with the architecture team for the Work Force Building that will also be on the HCC campus, was in attendance at the meeting. He informed the PAT that their site is 5 feet higher than SECHS but will be a one story building.

**ACTION ITEMS:**

- 22-01 Follow up with Drymalla about the GMP (Program Manager)
- 22-02 Coordinate meeting between HISD FF&E department and Smith and Company. (Program Manager)



**WHAT TO EXPECT AT THE NEXT MEETING:**

1. PAT will receive an update on construction.

**THE NEXT PAT MEETING:** The next PAT meeting will be held on November 20, 2014 at 10:00 a.m.

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

Sincerely,

**Amanda Goodie**

Program Manager

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