



Project Transition Meeting Minutes

Sterling High School

MEETING NO.: 014

LOCATION: Sterling High School, 11625 Martindale Road

DATE / TIME: July 10, 2014, 9:00 am

ATTENDEES: Dale Mitchell, Sterling HS – Principal; ; Kedrick Wright, HISD – Design; David Funk, HISD – Planning; Marvin Stone, HISD/Heery – Program Management; Han Schott – Stantec Design Team; Steve Parker, Stantec – Design Team; Jonathan Fountain, Stantec – Design Team; Jennifer Henrikson, Stantec Design Team; Eddie Smith, Cadence McShane – CMAR; Robert Bedrich, Cadence McShane; John Chilo, Sterling Teacher; Norris Groves, Sterling PAT; Rev. A.L. Hickman, HISD N.C.C.F.; Craig Johnson, Dads for Education; Marvin Smith, Sterling; Linda Turner, PTO

PURPOSE: The meeting discussions focused on the Interior material color selection and add-alternates related to interior material selections.

AGENDA ITEMS:

- Project status update
- Review color schemes with PAT
- What to Expect at the next PAT Meeting

NOTES:

Discussion

1. Project Status Update.
 - a. Marvin Stone introduced the team and explained that we have completed the 60% CD phase submission and are within a few weeks of completing the 100% review documents.
 - b. Jonathan Fountain described the development of the documents and what the interior designer would be presenting.

2. Review of Color Schemes
 - a. Han Schott (interior designer), provided a power point presentation of floor plans for each level along with interior views and perspectives.
 - b. Mr. Schott also provided samples of materials for two color schemes and full size samples of carpet tiles, wood gym flooring, tectum acoustic panels, an alternate material for metal mesh ceilings, and rubber stair treads.
 - c. The exterior color board from the Community Meeting presentation was displayed for reference along with full size floor plans.
 - d. Ms. Schott presented both the base bid material selections and the add-alternate selections
 - e. Mr. Fountain and Eddie Smith noted the purpose of add alternates and that the final pricing from the sub-contractors as compared to the Construction Manager's

(Cadence McShane) estimate, will determine how many alternates will be able to be accepted. It was noted that the add-alternates would be bid along with the base materials and if budget allows they would be the preferred selection.

- f. PAT members discussed the two color schemes and they selected Scheme 2 which has light blue accent materials vs. Scheme 1 that used green accent materials.
- g. PAT members discussed pros and cons of the various add-alternates and Jennifer Henrikson recapped the top 4 preferences as follows:
 - i. Wood flooring in the Auxiliary Gym vs. rubber floor as called for in the base bid
 - ii. Metal mesh transparent guard rails on upper floors vs. gypsum board guard rails in base bid
 - iii. Metal mesh ceilings at entrance vs. standard lay in acoustic ceiling panels in base bid
 - iv. CMU walls 12' high with impact gypsum board above 12' high vs. full height gypsum board walls in base bid.

3. Other Discussion:

- a. Robert Bedrich and Mr. Smith requested the use of the school cafeteria for a meeting with sub-contractors before school starts to allow for bidders to understand the scope of the demolition and to walk the site for a visual understanding of the project.
- b. Principal Mitchell plans to adjust the flow of bus drop off and pick up at the beginning of the school year to avoid confusion at mid-year.
- c. Principal Mitchell is also prepared to move athletics across the street / off-site unless the contractor confirms the school can have use of the fields until the end of football season.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- 1. At the next regular PAT meeting, drawings should be complete and a report status of City of Houston plan review will be given.

ACTION ITEMS:

- 14-01 Complete documents for a 100% Construction Documents for Permitting to City of Houston and for Bidding & Construction to HISD and Construction Manager on 8/18.
- 14-02 Confirm availability of athletic fields during construction schedule (C. McShane)
- 14-03 Confirm date for pre-bid meeting with demolition subcontractors (Mitchell, Stone & Cadence McShane)

NEXT PAT MEETING: Thursday, August 21, 2014, 9:00am, Sterling High School

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

Sincerely,

Marvin Stone III

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