



HISD Project Advisory Team Meeting

Booker T. Washington High School

MEETING NO.: 015

LOCATION: Booker T. Washington

DATE/TIME: May 13, 2014 - 4:00 pm

ATTENDEES: LaShonda Bilbo-Ervin, HISD, Principal; Sammy Dyer, BTW Alumni; Lorraine Gibbs, SDMC; Princess Jenkins, HISD, Facilities Planning; Kathy Moreland, HISD, Dean; Tara Manning, HISD; Amanda Goodie, KWAME, Program Manager; Martin Laverne, Parent; Licia Green, FH/HP; Ed Schmidt, FH/HP, Architect, Jim Hepburn, FH/HP, Architect, Geoff Bay, FH/HP, Architect, Ryan Cozad, HISD, Coach; Matisia Hollingsworth, HISD, Construction Mgr.; Gloria Barrera, HISD

PURPOSE: The purpose of this meeting was to discuss and receive an update on the building design for Booker T. Washington High School

AGENDA

- Architect will present design update
- Architect will present proposed exterior materials
- Status update of construction activities
- What to expect at the next PAT meeting

NOTES:

Discussion:

1. Summer Mentor Program
 - a. The Booker T. Washington High School administration and the Architects reported on the status of the Student Summer Mentor program. The following was noted:
 - Applications have been distributed and are still being received.
 - The Architects held a session for interested students to educate them on how to best present themselves during an interview.
 - The interviews of the prospective applicants will be held the last week of school.
 - The interview team will consist of one member each from the PAT, the Program Management team (Kwame Building Group), the Construction Manager at Risk team (KBR), and the Architectural team (Fanning Howey House and Partners).
 - b. The Architect described the elements of the program:
 - The Summer Mentor Program is a 6 week program that will begin in the middle of June and end the first week of August.
 - Students will be paid for a 40 hour week but will have 20% of their pay held as a completion bonus to be paid when the student completes the entire program.
 - The students will be expected to come to work on time, be professional and deliver a program report/presentation at the end on the program.
 - In addition to their pay check, the students will earn a certificate of completion and a letter of recommendation/reference from each of the program participants.
2. Construction Update
 - a. The Program Manager reported that all of the property owners have been notified and right of entry will be received in the month of August. The demolition of the houses will begin in July.
 - The demolition will begin with abatement of the hazardous material from the homes, followed by the

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- demolition of the homes. The demolition process will conclude with demolition of the city infrastructure (roads, utilities, etc.).
- b. A traffic study is currently underway.
 - c. The PAT discussed the construction phasing plan and requested that coordination of bus traffic and daycare circulation be included in the demolition plan.
3. Design Development Approval
- a. The Architect reported that the project is in the process of receiving an approval of the Design Development submittal. The approval has three categories; approved, approved as noted and rejected with required changes. Examples of these categories were offered:
 - Rejected with required changes:
 - Mechanical system changes
 - Structural system clarifications
 - Elimination of non-program areas
 - Site scope alignment (redundancy elimination)
 - Approved as noted:
 - Interior finishes must be further defined and presented
 - Exterior material extent and mix must be further defined and presented
 - Entrance canopy structure must be further defined and presented
 - Atrium configuration must be further defined and presented
 - Site courtyards must be further defined and presented
 - Approved:
 - Program requirements
 - Building configuration
 - Building orientation
 - Exterior materials, including the addition of brick and the reduction of metal panels
 - Interior materials of stained concrete (in limited public areas), movable glass panels (in the extended learning areas), ceiling and lighting finishes seen in Seattle (in the extended learning areas), a larger display volume / atrium (at the building entrance).
4. The PAT discussed the Community Meeting. The third Community Meeting was tentatively set for August 4, 2014 at 6:30 pm. All parties were going to review and confirm this date.

What to Expect at the Next PAT Meeting:

1. The Architect will present exterior mock ups and interior materials at the next PAT meeting.

NEXT PAT MEETING: The next PAT meeting will be held on June 10, 2014 at 4:00pm.

Please review the meeting minutes and submit any changes or corrections to Amanda Goodie.

Sincerely,

Amanda Goodie, PMP, AVS
Sr. Program Manager
KWAME Building Group
HISD Bond Program
Direct: (713) 504-8606
Fax: (866) 704-8917
agoodie@houstonisd.org

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Office: 713-556-9299

Fax: 713-676-9582