



Meeting Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Askew Elementary School

REPORT DATE: 10/19/17

MEETING #: Q3 2017

LOCATION: Askew Elementary School- Library

TIME: 3:30PM

MEETING DATE / TIME: October 11, 2017

ATTENDEES: (those marked with a check were present)

X	Karen Calhoun	School Faculty
	Jane Farley	School Faculty
	Beverly Fisher	School Faculty
X	Bianca Garrick	Interim Principal
	Kathleen Geer	School Faculty
X	Jorge Huerta	HISD Sr Project Mgr
X	Ebony Cumby	School Principal
X	David Vu	Drymalla Construction
X	Scott Bounds	School Faculty

X	Jennifer Major	Community Member
X	Veronica Pina	School Faculty
	Rick Sperandio	Community Member/ Parent
	Jim Hagemann	Drymalla Construction
X	George Watanabe	Cre8 Architects
X	Fatina Spinner	School Faculty
X	Holly Huffman	HISD Hattie Mae

PURPOSE: The purpose of this meeting was to share project construction progress and pending project status information.

AGENDA:

- Introductions
- Current project status
- Construction Schedule
- Items of concern/ Open Forum
- What to expect at the next PAT Meeting

DISCUSSION:

- Introductions
 1. Introduction closed with no new members to report



- **Current Project Status** (provided by David Vu, Drymalla PM)
 1. **Drymalla reported the following activities completed 3RD quarter 2017**
 - South building canopy foundation and concrete support piers
 - Structural steel top out
 - Fire proofing and blocking of decks and primary steel
 - Concrete tilt panel and metal stud framing walls
 - Second floor composite decks and concrete slabs
 - Roof dry in (low and high roofs)
 - Interior metal stud partitions and block walls
 - In wall rough-ins for Mechanical/Electrical/Plumbing systems (MEP)
 - Interior hollow metal door and window systems
 - Exterior window systems
 2. **Drymalla reported the following activities as on-going or scheduled for 4th quarter 2017**
 - Underground utility runs, permanent utility service and connections
 - Earthwork and proof rolling for new concrete loop and service yard
 - Pour concrete paving for loop drive and service yard
 - Service yard block screen walls and brick cladding
 - Exterior wall insulation systems and fire safing
 - Store front system (frame installed, glazing on-going)
 - Exterior curtain wall system (frame installed, glazing on-going)
 - Interior drywall is hung on one side of scheduled partitions (two siding to follow)
 - Building envelope dry in
 - Permanent power to energize building and HVAC systems
 - Building envelope dry in and conditioned air
 - Furniture procurement, planning and selection
 3. **The following milestones were reported for the remaining 2017- 2018 calendar year**
 - New building substantial completion 2nd quarter 2018
 - New school move-in summer 2018
 - Existing building salvage scope and building abatement- summer 2018
 - Existing building demolition (30-day timeline)
 - Temporary parking facility, and flatwork utilities
 - New school staff parking and landscaping
 - New green garden and school playgrounds (3)



▪ **Items of Concern/ Open Forum**

1. **Progress photos of construction were included on agenda and displayed on projection**
David Vu provided description and completion timelines associated with each picture
2. **Construction parking on Hayes Street**
PAT committee expressed concern of overflow construction parking on Hayes St. David Vu explained that once completed the new concrete loop drive would provide needed relief
3. **PAT committee was informed that the concrete sub was scheduling a 1,200 CY pour during the next two weeks for the bus loop and service yard**
Committee requested advance email notification through Jennifer Major and Rick Sperandio to inform neighbors through community web page
4. **School administration expressed safety concern over gaps and openings in temporary construction fencing**
David Vu agreed to fix problem and conduct daily inspections of perimeter fencing
5. **Committee asked about locations of folding partitions**
George Watanabe clarified that Pre-K, Kindergarden, 2nd, 3rd, 4TH and 5th grade classrooms were areas where folding partitions were specified
6. **Committee asked when construction for the new school building would be finished**
David Vu responded that construction of the building was approximately 58% completed; he also noted that the building would be fully dried-in by the end of October 2017. David explained that new building construction was on track for a June 1, 2018 completion
7. **Exterior window walls systems and storefronts are installed**
David noted that glazing crews were installing glazing at main curtainwall entrances
8. **Committee asked when the school could expect to be in new building**
Jorge, Rice & Gardner Consultants Inc (RGCI), noted that the plan was to have furniture in the school ready for move-in in June 2018
9. **Committee asked about the furniture selection process and timeline associated**
Jorge explained that the HISD furniture procurement team was finalizing plan which included a series of meetings with Principal Cumby and Administration to select furniture. PAT members asked to be included in selection process



10. Committee asked about touring new building construction

David Vu and George Watanabe noted that once it was safe to do so the team would be notified. David stated a walkthrough of building could be arranged at this time because of heavy construction activities and unsafe slippery conditions

11. Committee asked about existing building demolition timeline and hours

David Vu noted that HISD first had to salvage items the district wished to retain; second, a period of 30-days was necessary for building abatement, and third, existing utility disconnects needed to be completed prior. After completion of these three tasks, he explained, his team could commence the 30-day demolition process. The committee asked about moving items from existing classrooms to new building after Spring Break rather than storage; Principal Cumby replied that the new building would only be fitted with new furniture, and that a plan to move personal belongings would be coordinated with staff.

12. Committee asked about removing temporary modular buildings on-site

Jorge, RGCI, replied that HISD would coordinate move and utility disconnects with Mobile Modular and Drymalla

13. Holly Huffman noted that she was working with her communications team on posting project information on @Build_HISD twitter account

Committee asked for twitter link- www.twitter.com/Build_HISD

END OF MINUTES

Sincerely,

A handwritten signature in blue ink that reads "Huerta".

Jorge Huerta

Sr. Project Manager

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HOUSTON INDEPENDENT SCHOOL DISTRICT

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