



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Austin High School

MEETING #: 33

LOCATION: Austin High School

DATE / TIME: November 15, 2017 at 4:00 pm

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Steve Guerrero	Principal	<input type="checkbox"/>	Fran Paz	Pepper Lawson
<input type="checkbox"/>	Rudy Trevino	HISD CSO	<input checked="" type="checkbox"/>	Angelita Henry	Parent/Alumni
<input type="checkbox"/>	Diana Davila	HISD Trustee	<input type="checkbox"/>	Tierra Harris	Parent/Alumni
<input type="checkbox"/>	Hilarion Martinez	HISD SSO	<input type="checkbox"/>	Tim Johnson	Teacher Science
<input type="checkbox"/>	Debbie Crow	HISD SSO	<input checked="" type="checkbox"/>	Joe Nelson	Alumni
<input type="checkbox"/>	Andreas Peeples	HISD Sr. Mgr.	<input type="checkbox"/>	C. Guerrero	Teacher CTE Ag
<input type="checkbox"/>	Covey Nash	Alumni	<input type="checkbox"/>	Dan Bankhead	HISD Mgr. Design
<input checked="" type="checkbox"/>	Rebecca Kiest	HISD Communication	<input type="checkbox"/>	Guadalupe Saldivar	SPED Teacher Asst.
<input type="checkbox"/>	Brian Busby	HISD COO	<input type="checkbox"/>	Raul Asoy	SPED Chair
<input type="checkbox"/>	Cornelius Banks	Preston Banks	<input type="checkbox"/>	Chris Williams	Teacher History
<input type="checkbox"/>	John F. Preston	Preston Banks	<input checked="" type="checkbox"/>	Mark Kerrissey	Teacher History
<input checked="" type="checkbox"/>	Gary Whittle	Heery/HISD	<input checked="" type="checkbox"/>	Jorge Medina	Assistant Principal
<input type="checkbox"/>	Todd Granato	Pepper Lawson	<input type="checkbox"/>	Theresa M. Guerra	Registrar
<input checked="" type="checkbox"/>	Michael Burkholder	Pepper Lawson	<input type="checkbox"/>	Jose Saenz	Teacher History
<input type="checkbox"/>	Eli Ochoa	ERO Architects	<input type="checkbox"/>	Paul Gloria	Community Neighbor
<input checked="" type="checkbox"/>	Octavio Cantu	ERO Architects	<input type="checkbox"/>	Mark Janicek	Teacher CTE Fam.
<input type="checkbox"/>	Tania Roman	Student/Alumni	<input checked="" type="checkbox"/>	Victor Trevino	Teacher Soc. Studies
<input checked="" type="checkbox"/>	Jacque Royce	Alumni	<input checked="" type="checkbox"/>	Holly Huffman	HISD Communication
<input checked="" type="checkbox"/>	Alfonso Maldonado	Alumni	<input type="checkbox"/>	Ernest Crawford	Heery/HISD
<input checked="" type="checkbox"/>	Cruz Casiano	Teacher CTE Fam.	<input checked="" type="checkbox"/>	Dinah Eghan-Wiafe	HISD Sr. PM
<input type="checkbox"/>	Sara Torres	Student Council	<input checked="" type="checkbox"/>	Marsha Eckerman	Alumni

PURPOSE: The purpose of the meeting was to update Project Advisory Team members on construction progress of T-Building campus, discuss relocation plans and coordination, provide status of project GMP, and discuss plans for upcoming community meeting.

AGENDA: See attached

DISCUSSION:

1. Principal Guerrero opened the meeting promptly at 4 p.m. and welcomed all attendees: PAT members, HISD representatives, Design Team, and CMAR.

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2. All visitors and PAT members were reminded to sign the attendance sheet and pick up a copy of the current meeting agenda, as well as the handout of the meeting's PowerPoint Presentation.
3. Principal Guerrero explained that school staff was currently working on move coordination and communicating with various teachers about their needs in the temporary campus. It is a busy time of year, but there will be a lot of communications going to teachers, student, and parents about the upcoming transition.
4. Gary Whittle presented the agenda for the meeting, with topics to include construction progress of the temporary campus, relocation plans and coordination, status of the GMP and permit for the new campus, and discussion about the Community meeting coming up on December 12.
5. Mr. Whittle reviewed the Site Layout of the temporary campus. Layout includes the Kitchen, which was added by Nutrition Services.
 - a. Aerial photos of the current construction progress were shown. The most recent aerials are from October 23, so a lot more buildings have been brought into the site and setup since these photos were taken.
 - b. Buildings are being staged at the Macy's dock prior to being brought onto the site.
 - c. Buildings D&E were the first to be brought into the site, and have now been inspected. Technology and A/V are being installed in these buildings. (4) buildings have been fully signed off, with several more being signed off this week. Currently, all except for buildings O & P have been delivered. The final building will be delivered 12/1.
 - d. The Pre-Engineered building is being erected and should be fully enclosed by end of the month.
 - e. Interior photos were shown of several buildings.
6. A few milestone dates were shown, including completion of the driveway on 11/27, the final building delivery on 12/1, and furniture delivery scheduled to start on 12/4.
 - a. It was stated that Centerpoint is working on providing power to the site from Lockwood, and is anticipated to be complete with their lines by 12/1.
 - b. TCO (temporary certificate of occupancy) is planned for 12/22, which will allow teacher belongings to be moved into the campus.
 - c. Furniture has been identified at the old DeBakey school, which could be used for early deliveries.
 - d. Mr. Whittle stated that the Kitchen will likely not be ready for 1/8 start of school, as it was added after construction had started.
 - i. HISD is working with Nutrition Services to draft an interim plan for meal delivery until the Kitchen can be functional.
 - ii. Since the Kitchen wasn't part of the original plans, it is being permitted separately.
 - iii. The Kitchen that is being provided is also being converted to all electric equipment, to prevent the need of running gas service to the temporary site.
 - iv. It is anticipated that the building will be ready for delivery by mid-December, but cannot be set in place until the permit is received from City of Houston.
 - v. The dining commons and serving line WILL be ready for 1/8, so meals can be served. They just will not have a place on site to prepare meals.
 - vi. Target completion for the Kitchen is March 1.



- vii. Once complete, HISD will need a few days to procure Health Permits to allow for food to be prepared on site.
7. Mr. Whittle presented an update to the GMP & permitting for the new campus.
 - a. Subcontractor bids were received two weeks ago, and the draft GMP from Pepper Lawson is expected on 11/27.
 - b. The permit has been submitted to the City of Houston since July, and has been through three rounds of plan review. ERO has made revisions to address these comments.
 - c. The parking variance has been submitted, and signs have been posted around the site for community comments. This is required to allow HISD to put in only needed parking for the campus, and has been done for all HISD campuses.
 - d. A PAT member questioned if the GMP was expected to be in budget. Mr. Whittle stated it was not, but was close enough that the District felt the project could be brought into budget.
 - e. Mr. Kerrissey inquired about establishing an apprenticeship program for the East End community residents. Mr. Whittle replied that it could be discussed more in depth now that the GMP has been issued.
8. Discussion was held about the upcoming Community Meeting.
 - a. A screen would be setup to show the fly-thru video that has previously been shown to the PAT and as part of the 80th Anniversary event for Alumni.
 - b. Additional topics include: presenting the temporary campus layout, security of the temporary campus, traffic and parking changes, a review of the final plans for the new school, introduction of the project team members, presentation of the construction schedule, site layout / deliveries, and communications processes.
 - c. Pepper Lawson will present their work plan, including work hours, contact information, and site security.
 - d. HISD Communications will be issuing letters, emails, a call-out, as well as posting on Facebook and Twitter about the community meeting and surrounding events.
 - e. Information will be sent home with Students informing Parents about the Community Meeting.
9. Mr. Whittle opened the meeting to Questions.
 - a. Q: Will WiFi be available for the temporary campus? A: Yes, it should be operational prior to the first day of school.
 - b. A PAT member suggested opening the temporary campus to the community. The District has concerns about that for liability reasons, but we will have photos and possibly video of the new campus to show the community.
 - c. Q: What is considered the Main Entrance? A: It will be off of Lockwood, with traffic flowing through to Ernestine. Gates will be provided from the driveway, as well as to the parking lots to the plan North.
 - d. Q: Will there be Austin HS signage? A: Yes, Principal Guerrero requested windscreen for the fencing along Lockwood and Ernestine showing the school name and mascot.
 - e. An Alumni suggested having an event for students on the last day of school, to allow students to "say goodbye" to the existing school. The school will consider potential ideas.
 - f. Principal Guerrero noted the campus is being called "TLC" for Transition Learning Center.
 - g. Discussion was held around locations of bus drop off, parent drop off, and SPED drop off.
 - h. Discussion was held around teachers being provided early access to unpack and setup their classrooms. Principal Guerrero stated the campus could be opened up on January 5. Another



option would be to schedule a student orientation on the first day of school, to allow teachers the first few hours to setup their rooms.

- i. A concern was raised about the sidewalk on Ernestine. Mr. Whittle confirmed that replacing that sidewalk is part of the project scope, and it will be complete before 1/8.
- j. Discussion was held surrounding subcontractor selection and how the GMP is finalized. Mr. Whittle explained that the submitted GMP is the CMAR's recommendation of who to use, but as the Owner, HISD has the right to reject certain subs or substitute one that may provide better value. It is not done often, but could be if HISD felt a subcontractor with the lowest bid may not be able to perform the work in a satisfactory manner or provide the material as specified by the Architect.
 - i. Substitutions are allowable, but must be approved by HISD's Design Committee.

10. Principal Guerrero thanked everyone for their full participation in the meeting.

NEXT PAT MEETING: TBD

AGENDA: To be determined

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

Sincerely,

Gary Whittle
Program Manager
HISD – Construction Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9327 Email: gwhittle@houstonisd.org