



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Cynthia Ann Parker Elementary School
HISD Music Magnet School

MEETING #: 34
LOCATION: Parker Elementary School
DATE / TIME: February 15, 2017, 3:30 PM
ATTENDEES: Lori Frodine, Principal; **Bryan Berry**, Assistant Principal; **Heather Grosso**, Teacher; **Carol Kehlenbrink**, Magnet Coord.; **Alean Zufall**, School Administrator; **Katy Rodgers**, Teacher; **Gregory Kabay**, Teacher; **Catherine Quinn**, Librarian; **Lisa Turner**, Teacher; **Maggy Britton**, Teacher; **Becky Edmondson**, Community Member; **Cindy Chapman**, Community Member; **Paul Zider**, Parent/Community; **Autumn Jamison**, Parent/Community; **Christian Sheridan**, Brave/Architecture; **Rick De La Cruz**, Brave/Architecture; **Brian Busby**, HISD – COO; **Derrick Sanders**, HISD – Officer, Construction & Facility Services; **Andreas Peeples**, HISD – GM, Construction Services; **Daryl King**, HISD – Construction Service Rep; **Jeff Jefferson**, Patriot Contracting, LLC; **Patrick Bridges**, Patriot Contracting, LLC; **Steven Redmond**, HISD – Program Manager (URS); **Mel Butler**, HISD Program Director (URS)

PURPOSE: Discussions will focus an update on the progress of construction on the project.

AGENDA:

- Discussions with the Program Manager
- Introductions of visitors / guests
- Construction update: Activities on site, Look-Ahead Schedule
- Open Discussion
- What to expect at the next PAT Meeting, April 2017

DISCUSSION:

1. Program Manager:
 - a. Welcome to all of the PAT members and welcome to the guests.
 - b. Introduction of Chief Operations Office, Brian Busby; Officer, Construction and Facilities Services, Derrick Sanders; General Manger, Construction Services, Andreas Peeples; President, Patriot Contracting, LLC, Jeff Jefferson; Project Manager, Patriot Contracting, Patrick Bridges.
 - c. Weather delays have brought us to this point. Estimates are at 95 days due to weather since construction started in May.



- d. Steel delivery delays experienced last fall prompted the PAT to demand a recovery schedule from the contractor and demonstrate how the contractor will make the August occupancy date.
2. Construction Update:
 - a. Steel erection should continue through early January.
3. Discussion with the Architect:
4. Open Discussion;
 - a. The PAT acknowledged the weather as a factor for the lack of progress.
 - b. The community commented en-masse that they have observed the empty slab for more than a month before steel arrived and a general lack of activity on the site for several weeks.
 - c. The PAT demanded a recovery schedule for the delays due to contractors, not weather. The PAT insists that August, 2017 is a mandate for occupancy. (Frodine)
 - d. HISD acknowledges that the school's very aggressive schedule of opening in August 2017 is no longer an option due to the past season's rain. Patriot's contract called for completion in the third quarter of the year. The weather has shifted that date to the fourth quarter. (Busby)
 - e. Patriot's contract scheduled date is determined by the original completion date plus approved rain days and project scope issues that are approved for additional days. (Sanders)
 - f. HISD could push for an August occupancy, but that the contractor would have workers in the building during school and would prolong the construction schedule. HISD is no longer supporting this method of completion. It is the district's preference to cleanly transfer the school from contractor to district so that HISD can complete two months installing AV, network and furniture.
 - g. At this date, the revised date of substantial completion is estimated for October 2017 with HISD completing their work by December 2017.
 - h. The Parker staff and Westbury community appreciated HISD's openness and reevaluation of the project's schedule.
5. The Principal requested a meeting that would start the furniture selection and purchase effort in December 2016. Those meetings have been scheduled for February 2017 in anticipation of the August 2017 occupancy.
6. The next meeting will be scheduled to focus on a tour of the construction progress for the PAT. That tour will be scheduled for April 2017

ACTION ITEMS:

- 33-01 Construction Contractor will produce a recovery schedule that demonstrates how the contractor will make up for the lack of progress. (Construction Contractor)
- 32-01 Architect will prepare illustrations / images to depict the Library, Mascot location and accent wall utilization in the classroom. (Architect)



WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Tour of the project construction site. Program Manager and Contractor will provide hard hats. Hard soled shoes will be required to walk the site. No high heels, open-toed shoes or sandals will be allowed.

NEXT PAT MEETING:

The next meeting will be on Tuesday, April 4, 2017 at 3:30 PM.

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

Sincerely,

Steven Redmond, AIA, Program Manager
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