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

MEETING #: 23
LOCATION: Condit Elementary School
DATE / TIME: November 20, 2014 at 12:15 p.m.

ATTENDEES: (those marked with a check were present)

- Dan Greenberg  Principal
- Julia Tamm      Parent
- Michelle Driscoll Faculty
- Meg Pieri       Teacher
- Bill Johnson    Faculty
- Sally Reed      Community
- Pegi Newhouse   Parent
- Sarah Lavine-Kass Parent
- Brad Cheesman   Division
- Todd Lien       VLK
- Lenette Pruetz  IT Manager
- Swati Narayan  Parent
- Princess Jenkins HISD
- Eric Ford      HISD
- Tim Kunz       VLK
- Richard Hunt   VLK
- Fred Bowyer    Community
- Lacy Grimm     Asst. Principal
- Tom Weis       Division One
- Steven Gee     HISD

PURPOSE: Discussions focused on updating the PAT on the status of construction.

AGENDA:
- Receive a project update
- What to expect at the next PAT meeting

DISCUSSION:
1. Steven Gee, HISD Project Manager gave the following construction progress report:
   - The Guaranteed Maximum Price (GMP) for Condit Elementary School has been submitted by Division One Construction and is pending approval by HISD.
   - HISD is in the process of establishing parking areas for teachers during the construction of the new school. Currently, the nearby Randall’s Grocery Store has agreed to allow the teachers to park in the store’s parking lot.
2. The PAT requested to be updated with milestone dates during construction (Timelines/critical path items that will affect day-to-day activities.) The Project Manager and the Construction Manager at Risk (CMAR) will also communicate to the Principal and PAT during the construction phase of the project.
3. The PAT opted to skip the December PAT meeting, however all present agreed they would convene if something pressing arises before the January PAT meeting.

QUESTIONS/ANSWERS:
N/A
ACTION ITEMS:
N/A

WHAT TO EXPECT AT THE NEXT PAT MEETING:
1. The next PAT meeting will include updates on the construction schedule and define milestone dates.

NEXT PAT MEETING: Thursday, January 22, 2015 at 11:50 a.m. in the Condit Elementary School Library

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

Sincerely,

Steven Gee
Project Manager
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