Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Grady Middle School

MEETING #: 019
LOCATION: Grady Middle School
DATE / TIME: October 14, 2014, 1:30pm

ATTENDEES: (those marked with a check were present)
- G. Kasper Hoffman  Principal
- Robert Barrera, Jr.  RGCI
- Carolina Weitzman  Natex
- John Haugen  Natex
- Anthony Payne  Natex
- Gordan Richardson  Briargrove HOA
- Mirrat Noon  Parent
- Brad Cheesman  Division One
- Randy Adams  HISD
- Mary Lynn Khater  Parent
- LaJuan Harris  HISD Planner
- Kedrick Wright  HISD Design
- Spencer Wingate  RGCI
- Kelly Snook  RGCI
- Tom Weis  Division One
- Geoff Brentlinger  Division One
- Calvin Padgett  Division One

PURPOSE: This meeting provided an update of the overall project status.

AGENDA:
- Introductions of the PAT members, Natex, Division One and Rice & Gardner representatives.
- Natex – Project Update
- Division One – Project Update
- What to expect at the next Project Advisory Team meeting

DISCUSSION:
1. Ms. Carolina Weitzman of Natex Architects welcomed the PAT and provided an update on the operable partitions discussed at the previous meeting. Operable partitions between some instructional areas were considered for deletion due to budget constraints; however there have been no changes in the drawings since the last PAT meeting.
2. Principal Gretchen-Hoffman indicated that an area in the rear of the property is slow to drain (in current state, pre-site work completion) and the temporary sidewalk would provide the needed access during times of heavy rain.
3. Calvin Padgett with Division One informed the group that the gas lines running along the top of the canopy will be removed prior to relocating the canopy.

4. The general contractor was reminded of the noise ordinance which is to be observed to maintain a good relationship with the neighboring residences.

5. Mr. Brad Cheesman of Division One Construction provided a presentation outlining the company’s identity and qualifications.

6. Mr. Cheesman provided a schedule update and will provide a written schedule within the next week. No current delays are identified.
   a. Division One has mobilized on to the site: construction trailer and temporary trailer utilities are connected.
   b. Mr. Cheesman reviewed the site logistics plan was and noted that Division One personnel will coordinate with the Principal regarding time-sensitive activities and their relationship to the school’s schedule.
   c. Mr. Cheesman reviewed the company’s safety requirements for all personnel entering the active work site. Some of these requirements include: Hard hats, approved footwear, no loose-fitting clothing and no sleeveless shirts.

QUESTIONS/ANSWERS:

1. A status update on the termination and relocation of existing utilities was requested by Division One. Division One is responsible for initiating the action needed regarding each utility with HISD and Rice & Gardner personnel assisting to expedite the needed activities.

2. Mary Lynn Khater, PAT member asked for the anticipated completion time. Mr. Cheesman with Division One responded by the end of the 2nd quarter or beginning of 3rd quarter of 2015.

3. John Haugen with Natex asked when structural steel would be erected. Mr. Cheesman answered that it would begin erection between mid-January and mid-February and would complete in mid-march.

4. Ms. Weitzman asked the status of the canopy demolition plan. Mr. Cheesman answered that the canopy would be removed and relocated to the designated temporary location when the demolition contractor mobilized on site; approximately winter break. Principal Gretchen-Hoffman indicated that she would like to have the temporary sidewalk installed before winter break was over. Mr. Cheesman took no exception with this request and said he would accommodate the request.

ACTION ITEMS:

19-1 Support utility relocation activities of Division One. (Division One / Spencer W., Randy A., HISD)
19-2 Provide revised GMP to HISD. (Division One)
19-3 Provide schedule of values (Division One)
19-4 Provide project schedule (Division One)
19-5 Provide schedule of submittals (Division One)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Construction schedule update.

NEXT PAT MEETING: Tuesday, November 11, 2014 1:30 pm, Grady Middle School Library Meeting Room.

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,

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