

Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT

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Meeting No. 2

Meeting Minutes

Master Mtg

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|-------------------------|---|--------------------------|----------------------------|
| Project Name: | Master Project Meeting | Date of Meeting: | Thursday, October 13, 2005 |
| Owner: | Grapevine-Colleyville I.S.D. | Time of Meeting: | 8:15 a.m. |
| Location: | Grapevine, Texas | Place of Meeting: | Facilities Conference Rm. |
| Project No: | 1550-01 Master | | |
| Subject: | Design Meeting | | |
| Present @ Mtg. : | Dr. Waggoner (GCISD Admin), John Allison (GCISD), Paula Barbaroux (GCISD Admin), Scott Monaghan (GCISD Facilities), Valerie See (GCISD), Steve Trachier (GCISD), Gary Rademacher (HA), Doug Bensen (HA) | | |
| Distribution: | Attendees | | |
| Submitted By: | Doug Bensen | Date of Report: | 10/18/05 |

The following summation represents our interpretation of the items discussed at the referenced meeting. Any persons desiring to comment on or correct the minutes are requested to put their comment in writing to the Architect within 10 days of the date of the report. Otherwise the minutes will stand as written.

RECORD OF PROGRAM MODIFICATIONS:

| Item | Items of Discussion | Respons. | Due Date |
|------|---------------------|----------|----------|
| | | | |

PRIOR BUSINESS:

| Item | Items of Discussion | Respons. | Due Date |
|------------|---|------------------------|-----------------|
| 10.6.05-01 | Calendar: Meeting dates: Thursdays: 10/13, 10/27, 11/3, 11/25, 12/8, 12/15, 12/29 Facilities Conf. Rm. | | |
| 10.6.05-02 | RFI LOG 1 | | |
| | Reviewed RFI LOG – items #1 - #8 from previous meeting. | | |
| E | RFI #4 HMS Life Skills Rm. Hold pending further information. | Hold | |
| f | RFI #5 Add other scope items to MCTI Package? <i>Response: Ok to add practice fields #1 & #2 from the scope of Package 2A to 1B. Verify the scheduling of events and use with GCISD & CMAR Tours are being scheduled to visit various sites in the metro area.</i> | Approved/ Verify | 10/6/05 |
| h | RFI #7 CTMS: Add concession stand to support new gym? <i>Response: Approved. Verify health requirements and 3 compartment sink. Visit with city.</i> | Approved Verify | 10/6/05 |
| i | RFI #8 CMS: Add a large concession stand & office to support new gym? <i>Response: HA to provide cost estimate</i> | Estimate HA | 10/27/05 |

NEW BUSINESS:

| Item | Items of Discussion | Respons. | Due Date |
|-------------|---|----------|----------|
| 10.13.05-01 | RFI LOG 2 | | |
| a | RFI #9 District Wide Elementary: Should sinks be added to classroom additions and the new elementary? <i>Response: GCISD Facilities provided statistical data regarding distribution of classrooms with sinks. In summary newer buildings and newer additions have sinks in all classrooms from Pre-K up</i> | Approved | 10/13/05 |

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|--------------------|---|----------|----------|
| | <i>through 5th grade. HA estimates cost impact to be approximately \$1000 - \$1200 per each sink. Item approved for new Elem. And for additions.</i> | | |
| b | RFI #10 Should the existing Media retrieval be relocated from the existing CES school to the new NCES facility or should the equipment remain and serve incoming Bridges.....? <i>Response: GCISD Admin ok with equipment remaining if we can afford it. GCISD to provide HA with equipment specs for installation of new equip. in NCES.</i> | Approved | 10/13/05 |
| 10.13.05-02 | Reviewed Elem. School floor plan layout. <ul style="list-style-type: none"> Reviewed general site configuration and relationship to Middle school Discussed general public/academic separation and flow; Reviewed traffic flow on the site. GCISD Admin voiced concern over cross traffic of buses and cars. HA to study. ITS being secured to traffic study. Reviewed access to play areas. Need fire lane access to within 150 ft of inside corner of building. Provide fence along drop off lane to help shield children going to play area. Verify in site layout Reviewed Early Childhood classroom, library access, Admin and controlled vestibule, classroom layouts on both floors, accessory spaces. Reviewed corridor widths: 8ft classroom wings with indents at doors; 12 to 14 ft in major public corridor and vestibules Stairwells are enclosed and support afternoon pick-up in the front of the building and access to fields in the back of the building | | |
| 10.13.05-03 | Reviewed HMS layout. <ul style="list-style-type: none"> Shows wing perpendicular to existing facility. Will help the aesthetics of the building. Will need to have CMAR price as quickly as possible to validate the plan layout cost. Reviewed possible elimination of one of the exits Discussed realigning the main corridor into the wing with the existing corridor. Reviewed corridor widths. GCISD suggested 10 ft corridors are to small. HA to review. Possibly relocate one of the prep rooms. | | |
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END OF MINUTES