

Huckabee

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Meeting No. 3

Meeting Minutes

Master Mtg

Project Name: Master Project Meeting
Owner: Grapevine-Colleyville I.S.D.
Location: Grapevine, Texas
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), Patti , Gary Rademacher (HA), Doug Bensen (HA)
Distribution: **Attendees**
Submitted By: Doug Bensen
Date of Meeting: Thursday, October 27, 2005
Time of Meeting: 8:15 a.m.
Place of Meeting: Facilities Conference Rm.
Date of Report: 11/1/05

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

NEW BUSINESS:

Item	Items of Discussion	Respons.	Due Date
10.27.05-01	RFI LOG 5		
	Reviewed RFI LOG – items #11 - #14.		
a	RFI #11 TV Mounting brackets <ul style="list-style-type: none"> Response: use mounting brackets to hold televisions. Match District standard 	A	
b	RFI #12 Classroom cabinetry <ul style="list-style-type: none"> Confirmed: use facility standard 	A	
c	RFI #13 Basketball goals standard? <ul style="list-style-type: none"> Use 6 per campus. Verify if some gyms require upgrading existing goals. 	A/P	
d	RFI #14 ADA Upgrades Betterment vs. necessity <ul style="list-style-type: none"> Review on a case by case study as required 	A	
10.27.05-02	General Notes <ol style="list-style-type: none"> CHHS consider the possibility of doing parking in Phase ! Review with CMAR schedule opening possibilities: <ol style="list-style-type: none"> Bear Creek – high priority for Aug 06 opening. Most vulnerable of facilities with regards to capacity issues NCES – July 07 opening HMS – review possibility of a Dec. 06 /Jan 1 07 opening No more contact with Cheatham & Assoc. 		

10.27.05-03	Reviewed process for tracking movement of line item changes between projects with the Revision Log. Only one item currently moved- Field house moved to TES project		
10.27.05-04	PROJECTS		
a	<p>General</p> <ul style="list-style-type: none"> • Update on volleyball inserts – include on main courts as well as cross courts. This is a change from previous Package meeting direction. • Complete all details of traffic and site info prior to Dec Board meeting. May have a workshop to review CMS & NCES site and projects • Consider presenting additions in Nov 14 Board meeting update. GCISD Admin. To review and advise. • 		
b	<p>CMS</p> <ul style="list-style-type: none"> • One concession window is ok • After considerable discussion, provide unisex locker rooms with urinals in both and individual shower stalls in both. Don't minimize toilets- use what code requires. • Bleachers are motorized • Wood floor at Middle level • Provide coaches office with supervision of locker room areas. • (2) Locker areas for 30 students each • Provide half size lockers 18" deep by 12"wide. Verify standards. GCISD Athletics to verify and advise 		
c	<p>NCES</p> <ul style="list-style-type: none"> • Reviewed revisions to floor plan. • Relocated shower to Early Childhood ok vs. Spec Ed Rm. • Add door to corridor from Counselor's office • Remove built-in desk from cabinetry within classrooms • GCISD NCES Admin to review whether to retain wardrobe closet 		
10.27.05-05	<p>Invoicing Form Reviewed conceptual layout for tracking all of the project fees Re-label Direct Fee Total to "Direct Fee Variance" Proceed with finalizing sheet for GCISD review</p>		
10.27.05-06	Turf tours to follow this meeting. Update next meeting		

END OF MINUTES